



Natural Resources Conservation Service
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January 25, 2007

PENNSYLVANIA BULLETIN NO. PA230-7-3

SUBJECT: EOP – Annual Review of Cooperative Working Agreement

Purpose: To remind District Conservationists of the Annual Review of the Agreement between NRCS and the Conservation Districts.

Expiration Date: September 30, 2007

Background: The Cooperative Working Agreement between NRCS and each conservation district states that the conservation districts will, in a team effort with NRCS, maintain their annual program delivery requirements, while addressing shared civil rights issues. The agreements were signed in 1997. During the National Civil Rights review in May 2006, the National Civil Rights Committee conducted interviews with conservation districts during which the district board members indicated that they were aware of the civil rights issues, especially when it comes to program outreach. It was also determined that NRCS has not been reviewing this agreement with all the conservation districts annually, which is a requirement.

Action: The District Conservationist, in an effort to keep Pennsylvania in compliance with National Civil Rights requirements, must meet with the conservation district board members every year, and review the responsibilities of the conservation districts in program outreach and shared civil rights issues agreed upon in the Cooperative Working Agreement. Please ensure this review is recorded in the conservation district board minutes. Every field office and every conservation district office should have a copy of the agreement. If there is an office that does not have a copy of the agreement, they may contact Rose Marie Updegraff, and a copy will be sent.

Questions and concerns may be directed to Travis Watkins at 717-237-2147 or to travis.watkins@pa.usda.gov.

/s/ CRAIG R. DERICKSON
State Conservationist

Distribution: AO